



City of Topeka
Governing Body Action Form
City Council Chambers
214 SE 8th Street
Topeka, Kansas 66603
www.topeka.org
August 11, 2026

DATE:	August 11, 2026	
CONTACT PERSON:	Alicia M. Guerrero-Chavez, Human Resources Director	DOCUMENT #:
SECOND PARTY/SUBJECT:	Willis Towers Watson Midwest	PROJECT #:
CIP PROJECT:	No	
ACTION OF COUNCIL:		JOURNAL #:
		PAGE #:

DOCUMENT DESCRIPTION:

APPROVAL of a Human Resources Department contract between the City of Topeka and Willis Towers Watson Midwest for professional benefits consulting services in an amount not to exceed \$95,000.

(Approval of the contract would allow the firm to provide consulting services for the City of Topeka's employee and retiree benefits plans)

VOTING REQUIREMENTS:

Action requires at least six (6) votes of the Governing Body.

POLICY ISSUE:

Whether to approve the contract for professional services. Pursuant to Topeka Municipal Code (TMC) 3.30.010, all contracts for professional services that meet or exceed \$50,000 require approval by the Governing Body.

STAFF RECOMMENDATION:

Staff recommends the Governing Body approve the contract as part of the Consent Agenda.

BACKGROUND:

On December 22, 2025 the City issued Request for Proposals (Event 3309) seeking qualified firms to provide professional consulting and brokerage services for City employee and retiree insurance, health, and welfare benefit programs. Proposals were received on January 21, 2026, and evaluated by City staff. Following the evaluation process, staff recommend entering into an agreement with the most qualified firm for this project, Willis Towers Watson Midwest, to provide the specified professional services.

BUDGETARY IMPACT:

\$95,000.00

SOURCE OF FUNDING:

Employee / Retiree / Cobra Group Health Fund

ATTACHMENTS:

[Contract - Willis Towers Watson Midwest](#)

[Event 3309 Bid Preview](#)

[Request for Proposals - Event 3309](#)

[Willis Towers Watson Midwest Proposal](#)